

**LEPOA Board Meeting – Meeting Minutes
Final
Saturday, June 19, 2021 @10:00 am
Mike Crews' Residence
1253 Lakeview Estates Dr., Coldspring**

CURRENT LEPOA BOARD PRESENT:

Mike Crews, President
Randall Walker, VP
Kathleen Knolle, Secretary
Tom Patton, Treasurer
Tracy Davidson, Director at Large

Call to Order

Mike called the meeting to order at 10:10am. All members were in attendance. He stated that this meeting was the first of four quarterly meetings and thanked us for our service. He briefly reviewed the contents of the binders and suggested each member login to our website and download the property owners' directory.

Prior Meeting Minutes

The prior meeting minutes (May 5, 2021) were previously approved by email and briefly reviewed to highlight the Board meeting calendar as well as the priorities for the year: park maintenance and improvements, governing documents review and addressing short term rentals (STRs) as agreed at the Annual Meeting.

Treasurer's Report

Tom presented the treasurers' report which included our year-to-date profit and loss statement (through June 18, 2021). Income to date totaled \$12,000. All 2021 property owner dues were collected on time and totaled \$11,850. Expenses totaled \$9,034.82. Insurance premiums and park work represented the largest outlays. The operating account at the bank is \$4,705 and the reserve account is \$26,038 as of June 18, 2021.

A motion by to approve the treasurer's report was offered by Tracy, seconded by Kathleen and unanimously approved.

Old Business

Review of Prior Meeting Action Items

Emergency Response Exercise: Mike explained that the mobilization exercise was originally scheduled last year but delayed due to Covid. He will be working with Chris Clear to schedule this fall.

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Park & Road Work Planning: The second phase on the parks earth works is be coordinated which includes filling in behind the bulkheads of Bramlett and Point Park. Bench reconditioning is the other undertaking and a community workday will be scheduled when weather is conducive. A suggestion was made to relocate at least one of the picnic tables at Jackie Easter Park to the Boat Ramp Park.

New Business

Real Estate Activity & Architectural Committee: No requests have been received for renovations or new construction.

There has been no real estate activity of note. 1725 LED is on the market. There continues to be some VRBO activity.

Kathleen suggested we resurrect the welcome letter to new owners. The board agreed and she will update and send out for review.

Follow-up from Annual Meeting: The meeting minutes approved by the board will be sent with these minutes to the property owners when completed. The annual meeting minutes will formally be approved by the owners at the next annual meeting scheduled for April 23, 2022.

Legal Services Scope of Work: Mike sent the scope of work and catalog of registered documents to the attorney. We now have all hard copy documents digitized. The plats have been professionally scanned and will be cleaned up and digitized. The attorney will review and advise us if he determines any missing documents. The documents will be reviewed against Texas Property Codes for gaps, inconsistencies, and costs to close gaps. Mike expects to talk with him in the next week or so. This review was last completed in 2013.

Other Business

The board discussed the need for a shared electronic platform for LEPOA documents. Randall will check with his IT person at work to see what might work for a small organization.

At a minimum, the platform would need to allow secure storage of important LEPOA documents consistent with records retention requirements. The LEPOA website will be utilized as a portal for public info.

Review of Action Items

- Kathleen will resurrect the welcome letter, update it, send to Mike for initial review and then to all board members for approval.
- Randall will check with IT at his company for suggestions for shareable electronic platforms to house governing documents and other LEPOA information.

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- Mike will continue working with the attorney on LEPOA governing document review.
- Mike will work with Chris Clear on scheduling the emergency response exercise.
- Mike will coordinate the ongoing park work.

Calendar

Board Meetings:

- September 18, 2021
- December 11, 2021
- March 5, 2022

Annual meeting:

- April 23, 2022

Tom made a motion to adjourn, Tracy gave a second and the motion was unanimously approved.

Respectfully submitted:

A handwritten signature in cursive script that reads "Kathleen Knolle". The signature is written in dark ink on a light-colored, slightly textured background.

Kathleen Knolle, Secretary
lepoa.secretary@gmail.com